

WNYRIC Advisory Council Meeting
December 18, 2009, 1:00-3:00 p.m.
Distance Learning Sites- E1B Education Campus, E2-Falconer CSD,
GST Wildwood, CA Olean-Windfall Road, ON Technology Center

Attendees:

Carol Barber (WNYRIC)	Rosanne Huffcut (WNYRIC)
Darleen Michalak (E1 BOCES)	Geoff Hicks (Sweet Home)
Dick Lydo (WNYRIC)	Bob Spino (E2CC BOCES)
Valerie Winegarden (WNYRIC)	Tom Nemmer (Hamburg CSD)
Natalie Haendiges (Grand Island CSD)	Ben Halsey (North Collins CSD)
Jill Holbrook (WNYRIC)	Barb Mocarski (WNYRIC)
Richard Nicol (Alfred-Almond CSD)	Chris Smith (Bath CSD)
Joseph Rumsey (Prattsburgh CSD)	Deb Wallace (Prattsburgh CSD)
Jean Rexford (WNYRIC)	Mary Ann Buch (Niagara Wheatfield CSD)
Mickey Edwards (ON BOCES)	Maureen Taylor (WNYRIC)
Jane Fosberg (Falconer CSD)	John Brown (Cassadaga Valley CSD)
Robert Guiffreda (E2 BOCES)	Jennifer Lilly (WNYRIC)
Mike Graf (CA BOCES)	Joseph DeCerbo (Bolivar Richburg CSD)
Robert Olczak (CA BOCES)	

Advisory Council meeting was called to order at 1:07 p.m. by Rich Nicol.

1. Minutes approval from September 18, 2009 meeting- Bob Spino made the motion to accept minutes of the September 18, 2009 meeting; Joseph Rumsey seconded the motion. The minutes were approved unanimously.
2. Pricing process - Carol Barber reviewed some of the cost reductions for 2010-2011 services which included the Time Warner contract for years 6-10, Cisco/Nortel maintenance on equipment, high speed network printer maintenance for Ricoh products, Lotus Notes negotiations for licensing pricing structure, and statewide instructional technology contracts. Carol also mentioned that E-Rate reimbursements for the past eleven years have totaled over \$115 million for districts and BOCES. The overall average pricing increase for 2010-2011 services that are not pass-through costs is around 1.86%. When averaging service costs for 15-18 sample districts, the overall average change in participation is around -0.38%. Jill gave overview of the new pricing model for WAN maintenance. Support from the WAN team will be based on RWADA. This new pricing model will be reviewed in detail at the pricing meetings in January.
3. RIC statewide 793 goals progress as of December 09- Carol B. reviewed the handout that outlined the progress of the state wide shared objectives as of December 2009:
 1. Developing one answer sheet for NY state tests that can be scanned by all centers-SED is not interested in pursuing the one design for the spring of 2010, but instead for 2010-11. Carol discussed SED's concerns about

cross-outs and erasures on regents' exams. They are concerned about exams being altered or graded incorrectly prior to being scanned. SED is considering conducting an audit with the help of an outside vendor that uses software that does erasures analysis. Rosanne H. commented that there is potential for regents scanning being required as it is for grades 3-8 tests.

2. Statewide best practices-Additional report creation continues to supplement nySTART. Feedback from the initial supplement reports was very positive.
 3. Enhance RIC instructional technology services by creating a quality collaborative learning environment utilizing RIC-to-RIC network-The Erie Canal project will be repeated. WNYRIC and an interested district are also involved in a project with ten other RICs and NYSERNET to use tool specific to Internet2 in order to prove the value of Internet2.
 4. Continue the vision to provide broadband capacity to all learners in K-12 schools.
 5. Collaborate wherever possible to expand the scope of RICs services to P-16 and municipalities to promote shared services achieving effectiveness and efficiencies-WNYRIC has investigated the possibility of forming 5G which would allow for the support of some technical or application support areas to municipalities and libraries. The WNYRIC is ready to begin talks with libraries. Darlene Michalak expressed that this is in an effort to contain cost effectiveness and Erie 1 BOCES is proceeding cautiously with the guidance of our legal department.
 6. Shared knowledge around the topic of virtualization to determine methods leveraging costs and strategizing on the possibilities of using this technology to assist in the efforts of disaster recovery and business continuity-WNYRIC has published a white paper on the progress of virtualization and best practices. As districts implement, the team at the RIC is available to assist with expertise based on implementations completed at the WNYRIC. Districts have found our teams' expertise has saved them time and money. There is also a statewide team that meets virtually to collaborate on this topic and share best practices and solutions.
4. 793 Plan updates- Rosanne reviewed the following highlights:
- 5.03- Web inventory system-Training for districts on accessing the inventory system for WNYRIC assets will begin in January 2010. The WNYRIC is currently working with one district on evaluation of importing district equipment into the WNYRIC inventory system. In addition, a program to reconcile district inventory records with WNYRIC inventory is also being analyzed. Dick Lydo said the WNYRIC supervising seniors will assist districts in developing the process for managing the inventory of BOCES equipment. Carol B. advised that inventory was a large focus of the comptroller's audit. WNYRIC equipment must be tracked and tagged. The WNYRIC CSRs will be contacting districts to schedule training.
 - 3.03- Data warehouse reports-Developed specialized reporting for BOCES

personnel regarding Special Education students participating in their programs. Reports for BOCES Alternative Education programs are now in development based upon Special Education models.

Barb Mocarski reviewed:

- 1.02- Internet2 resources for teachers and students-A brochure from NYSErnet on Internet2 project is available on the wiki. A committee of students will be working on a design project and it will be presented at the NYS Global Summit. If additional information is needed, contact Michelle Okal.
- 1.04- Work with district personnel to determine needs for additional technology tools. Michelle Okal will have additional information on RTI products in January.

Dick Lydo reviewed:

- 9.01- New York State Archives Grant- Erie 1 BOCES is working to improve management of electronic records and the WNYRIC will continue to monitor changes in regulations including exploring the enhancement of the current FileBound system. Initially the grant was fully funded at \$25,056, but now the state is making a 9% reduction of \$2,255.

Jill Holbrook reviewed:

- 8.01- WNYRIC VoIP service- There are two more districts coming onto the VoIP service and eight additional districts are in the planning stages. The service currently supports Nortel/Avaya and CISCO systems.
- 11.01- Second storage site-2nd internet connection and necessary WAN equipment has been installed, tested and implemented at the Ken-Ton site. Tom Nemmer asked is Disaster Recovery will be available in this year's participation. Jill advised that redundant storage is available at this time. Jill talked about that the Nortel/Avaya merger that became effective on December 21, 2009. Additional information on the merger is posted on the wiki.

5. Standards update- Jill reviewed the four (4) recommendations from the WNYRIC Standards Committee for Advisory Council action:

Motion 1: Add Dell 2145cn on the Standards List under category 9; sub-category: Multi-function printers

Motion 2: Add OpenOffice Suite to the Standards list category #13 Software

Motion 3: Add Seneca Data File Servers to the Standards List under category #11 Servers

Motion 4: Following changes to the Standards List:

Category 1- Computers:

- Remove Compaq and list as HP/Compaq
- Remove sub-categories Handheld PC/Window CEOS, Notebook, and Palm OS and lump together in one sub-category called Handheld Mobile Devices.

Category 3-Internet browsers-Remove Netscape

Category 7-Operating systems:

- Network-Windows-add minimum of 2003
- Workstations-Windows minimum XP

Motion to approve the four (4) recommendations was motioned by Jane Fosberg and seconded by Darleen Michalak. The motion carried unanimously.

6. FICA update- Barb Mocarski stated the FICA meeting was postponed until February 2, 2010.
7. Broadband tax update- Jill advised that the WNYRIC is close to a final agreement with Time Warner. The goal is a 3% fixed tax rate. Final agreement should be completed by May, 2010.
8. High speed printer update and mini bid process results- Jill stated that since ComDoc could no longer service Ricoh printers per state contract, a mini bid went out to three vendors and Ikon won the bid. With Ikon's reduced rate, sixteen districts that have Ricoh printers will save a combined total of \$304,000. This agreement also includes free supplies and staples.
9. Service ideas in the work-What else do you need? - Carol advised the group if there are any new service ideas or suggestions, please contact her or one of the Associate Directors.
Jill stated that virtualization consulting service is available to districts utilizing our knowledgeable staff for support.
Rosanne stated that the WNYRIC has met their goal for 2010 by moving all districts off of SIS and FAME systems by June 2010. Districts need to make sure they have all the information, reports, and/or fiche required for record retention saved from these systems. The systems will no longer be accessible after June, 2010. Districts should work with their records retention office to locate their reports. Districts can contact the RIC for new copies of their past data if needed.
10. Other- Jill told the Advisory Council that the broadband sign off letters have been sent to all participating districts. They were addressed to each district's superintendent, business official and technology coordinator. The sign off date is December 18, 2009 so please return the letter by fax as soon as possible. The broadband cost was reduced by about \$907,000 for the region.

Reminders:

- Digital Wave-all day at the WNYRIC on March 26, 2010- "Innovating to Succeed"
- Superintendents' Workshop- June 2-4, 2010 at Holiday Valley
- Innovative Teaching Conference- July 28, 2010- HSNF is changing- all levels invited- at Holiday Valley

Service pricing meetings:

- Erie 2 region- Friday, January 8, 2010, Loguidice Center- large group room
- GST region- Tuesday, January 12, 2010 from 10-11 a.m., Bath HS, room 342
- Erie 1 region- Wednesday, January 20, 2010 from 1-2 p.m. during the E1 Tech Coordinator meeting in room ATS-3. IDAB will have an overview at January meeting.
- CA region- Friday, January 22, 2010 from 10-11 a.m., 1825 Windfall Rd, Olean Center
- O/N region- Wednesday, January 27, 2010 from 10-11 a.m., Niagara East Conference center, 4124 Saunders Settlement Rd, Sanborn, NY

Carol stated that these are pricing process meetings, not service roll-out meetings. Next Advisory Council meeting is scheduled for March 19, 2010.

Motion to adjourn was made by Jane Fosberg and seconded by Bob Spino.

Meeting adjourned at 1:55 p.m.

Respectfully submitted:
Valerie Winegarden